

## MINUTES OF GEOGRAPHIC AREA STAFF MEETING, 20 DECEMBER 1954.

PRESENT: [REDACTED]

[REDACTED]

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2. [REDACTED] requested that the division chiefs consider during January their requirements for equipment, which should be submitted during the third quarter of the fiscal year.

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[REDACTED]

4. The project to reproduce the USSR 1:2,500,000 series was discussed.

[REDACTED] It was decided that they would be reproduced without revision. [REDACTED] will determine distribution policy and control, and [REDACTED] will work out the distribution list.

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25X1A9A 5. [REDACTED] suggested the desirability of extending [REDACTED] room through the drafting room to the back of the building. D/GG can present a strong argument for the need of this space, however, the BSO will have to agree to permanent closing of the double doors on the back wall. [REDACTED] files are already stored in the drafting room, and it is desirable to have them in [REDACTED] office. [REDACTED] suggested that Messrs. [REDACTED] should prepare a plan and justification and send a work request to St/A.

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[REDACTED]

25X1A9A 8. [REDACTED] reported that [REDACTED] and [REDACTED] have finished their survey of D/GG files. They will start soon on D/GG files.

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25X1A9A 9. [REDACTED] reported that G-2 now has underway its program for coordination of Army contributions to NIS Chapter IX. Representatives of D/GG and G-2 will meet soon to discuss NIS problems.

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DOCUMENT NO. 1

- 2 -

[redacted]

[redacted] will prepare during the next two months a functional analysis of the Geographic Area. The study will determine how many people, man-hours, and funds are going into each of the functions of the Geographic Area, for example, into such functions as map processing, recall of maps, research for various requesters, etc. The study should provide a strong basis for determining budgetary needs or for strengthening certain activities. The divisions will be visited to obtain the data.

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